अण्डमान तथा Andaman And



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अण्डमान तथा निकोबार प्रशासन ANDAMAN & NICOBAR ADMINISTRATION

आर्थिक एवं सांख्यिकी निर्देशालय DIRECTORATE OF ECONOMICS & STATISTICS

NOTIFICATION

Port Blair, dated the 10th May, 2010

No. 100/2010/F.No. 1-21/2003-DES.—In exercise of the powers conferred by the provision to Article 309 of the Constitution read with the Ministry of Home Affairs, Notification No. 14/3/60-ANL dated 11th April, 1960 and in supersession of this Administration's Notification No. 48 dated 13.3.2006, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands hereby makes the following rules regulating the method of recruitment to the post of Light Vehicle Driver in the Directorate of Economics & Statistics, Andaman and Nicobar Administration, namely:-

1. Short Title and Commencement:

- (i) These rules may be called the Andaman and Nicobar Administration (Light Vehicle Driver) Recruitment (Amendment) Rules, 2010.
- (ii) They shall come into force on the date of their publication in the Official Gazette.

2. Number of Posts, Classification and Pay Band & Grade Pay/ Pay Scale:

The number of posts, their classification and the Pay Band & Grade Pay/ Pay Scale attached thereto, shall be specified in paras 2 to 4 of the Schedule annexed hereto.

3. Method of Recruitment, Age limit, Qualification:

The method of recruitment to the post, age limit, qualifications and other matters relating thereto shall be as specified at paras 5 to 15 of the said Schedule.

4. Disqualification:- No person—

- (i) Who has entered into or contracted a marriage with a person having a spouse living, or
- (ii) Who having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post:

Provided that the Lt. Governor, A & N Islands, if satisfied that such marriage is permissible under the personal law applicable to such person and other party to the marriage and there are other grounds for doing, exempt any person from the operation of this rule.

5. Power to Relax:

Where the Lt. Governor (Administrator), Andaman and Nicobar Islands is of the opinion that it is necessary or expedient to do so, it may by order and for reasons to be recorded in writing relax any of the provisions of these rules with respect to any class or category of posts or persons.

6. Saving:-

Nothing in these rules shall affect reservations and other concessions, required to be provided for the Scheduled Castes, Scheduled Tribes and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

Sd/(Lt. General (Retd.) Bhopinder Singh)
Lieutenant Governor,
Andaman & Nicobar Islands.

By order and in the name of the Lieutenant Governor,

Sd/Director of Economics & Statistics

SCHEDULE

RECRUITMENT RULES FOR THE POST OF LIGHT VEHICLE DRIVER

| accordance with the instructions or orders issued by Central Govt.) Note: The crucial date for determining the age limit shall be the closing date for receipt of names/ applications from Employment Exchange No Whether benefit of added years of service admissible under Rule 30 of the Central Civil Services (Pension) Rules, 1972? Educational and other qualifications required for direct recruits What have passed X Std (Secondary School Examination) from a recognized Board ii) Must possess a valid Light Vehicle Driving License iii) Should qualify in the Trade Test to be conducted by duly constituted selection committee Desirable: i) Knowledge of Motor Mechanism and capable to locate and rectify minor defects in the vehicle ii) Should possess knowledge in Hindi Whether age and educational qualification prescribed for direct recruits will apply in case of promotees? Whether age and educational qualification prescribed for direct recruits will apply in case of promotees? Period of Probation, if any Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer and percentage of the posts to be filled by various methods In case of recruitment by promotion failing which by direct recruitment to be made No No Essential: i) Must have passed X Std (Secondary School Examination) from a recognized Board iii) Must possess a valid Light Vehicle Driving License iii) Should qualify in the Trade Test to be conducted by duly constituted selection committee Desirable: i) Knowledge of Motor Mechanism and capable to locate and rectify minor defects in the vehicle ii) Should possess knowledge in Hindi Not applicable Two (2) years By direct recruitment | 1 | Name of Post | Light Vehicle Driver |
|--|----|---|---|
| General Central Service Group 'C', Non-Gazetted, Non-Ministerial | 2 | No. of Post | |
| Non-Ministerial | | | · |
| 5 Whether Selection post or Non-selection post 6 Age Limit for direct recruits 8 18 to 33 years for female (Relaxable for Govt. Servants upto 5 years in accordance with the instructions or orders issued by Central Govt.) Note: The crucial date for determining the age limit shall be the closing date for receipt of names/ applications from Employment Exchange 7 Whether benefit of added years of service admissible under Rule 30 of the Central Civil Services (Pension) Rules, 1972? 8 Educational and other qualifications required for direct recruits 8 Essential: 1) Must have passed X Std (Secondary School Examination) from a recognized Board ii) Must possess a valid Light Vehicle Driving License iii) Should qualify in the Trade Test to be conducted by duly constituted selection committee 8 Desirable: i) Knowledge of Motor Mechanism and capable to locate and rectify minor defects in the vehicle ii) Should possess knowledge in Hindi Not applicable 9 Whether age and educational qualification prescribed for direct recruits will apply in case of promotees? 10 Period of Probation, if any 11 Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer and percentage of the posts to be filled by various methods 12 In case of recruitment by promotion failing which by direct recruitment to be made 13 If a DPC exists, what is its composition? Group 'C' DPC consisting of the following for Promotion and Confirmation 14 Circumstances in which UPSC is to be consulted in making recruitment 15 Executive Engineer, Workshop Division, APWD, Port Blair 16 Circumstances in which UPSC is to be consulted in making recruitment 17 Executive Engineer, Workshop Division, APWD, Port Blair | 3 | Classification | |
| Age Limit for direct recruits 18 to 33 years for male 18 to 38 years for female (Relaxable for Govt. Servants upto 5 years in accordance with the instructions or orders issued by Central Govt.) Note: The crucial date for determining the age limit shall be the closing date for receipt of names/ applications from Employment Exchange Whether benefit of added years of service admissible under Rule 30 of the Central Civil Services (Pension) Rules, 1972? Educational and other qualifications required for direct recruits Essential: i) Must have passed X Std (Secondary School Examination) from a recognized Board ii) Must possess a valid Light Vehicle Driving License iii) Should qualify in the Trade Test to be conducted by duly constituted selection committee Desirable: i) Knowledge of Motor Mechanism and capable to locate and rectify minor defects in the vehicle ii) Should possess knowledge in Hindi Whether age and educational qualification prescribed for direct recruits will apply in case of promotees? Whether age and educational qualification prescribed for direct recruits will apply in case of promotees? Period of Probation, if any Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer and percentage of the posts to be filled by various methods In case of recruitment by promotion failing which by direct recruitment to be made If a DPC exists, what is its composition? Group 'C' DPC consisting of the following for Promotion and Confirmation Group 'C' DPC (for considering cases of Confirmation) consisting of:- 1. Secretary (Statistics) — Chairman 2. Director of Economics & Statistics — Member 3. Executive Engineer, — Member 3. Executive Engineer, — Member 4. Circumstances in which UPSC is to be consulted in making recruitment | 4 | Pay Band & Grade Pay/ Pay Scale | PB-1 Rs.5200-20200 + GP Rs. 1900 |
| 18 to 38 years for female (Relaxable for Goxt. Servants upto 5 years in accordance with the instructions or orders issued by Central Govt.) Note: The crucial date for determining the age limit shall be the closing date for receipt of names/applications from Employment Exchange Whether benefit of added years of service admissible under Rule 30 of the Central Civil Services (Pension) Rules, 1972? Educational and other qualifications required for direct recruits Essential: i) Must have passed X Std (Secondary School Examination) from a recognized Board ii) Must possess a valid Light Vehicle Driving License iii) Should qualify in the Trade Test to be conducted by duly constituted selection committee Desirable: i) Knowledge of Motor Mechanism and capable to locate and rectify minor defects in the vehicle ii) Should possess knowledge in Hindi Whether age and educational qualification prescribed for direct recruits will apply in case of promotees? Whether age and educational qualification prescribed for direct recruits will apply in case of promotees? Period of Probation, if any Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer and percentage of the posts to be filled by various methods In case of recruitment by promotion failing which by direct recruitment to be made If a DPC exists, what is its composition? Group 'C' DPC (for considering cases of Confirmation) consisting of: 1. Secretary (Statistics) — Chairman Confirmation and Confirmation of Post Blair Not applicable Not applicable Not applicable Not applicable Not applicable | 5 | · | Not applicable |
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| consulted in making recruitment | | | Workshop Division, APWD, |
| 15 Job Description Attached as Annexure to Schedule | 14 | | Not applicable |
| | 15 | Job Description | Attached as Annexure to Schedule |

ANNEXURE TO SCHEDULE

Job description for the Post of Light Vehicle Driver

- 1. Should drive the vehicle in safe way as per traffic rules;
- 2. Should maintain accounts of the journeys of vehicle in the log book of the vehicle properly and maintain accounts for the fuel drawn for vehicle on weekly basis;
- 3. Should get the log book verified and signed by the designated authority on monthly basis;
- 4. Should keep the vehicle need and clean by water washing, wiping and polishing;
- 5. Should check the oil, lubricant, water & break every day before the vehicle being taken for driving;
- 6. Must be able to change wheels and correctly inflate the tyre;
- 7. Should maintain tool kit in the vehicle;
- 8. Should keep the spare wheel/parts in the vehicle in safe custody and in good condition;
- 9. On the vehicle being sent for repairs etc. he would be required to maintain close coordination with workshop to get the vehicle repaired in time and keep himself abreast of the progress of repair/replacement of damaged parts etc;
- 10. The damaged/replaced parts of vehicle after repair shall be made available to Vehicle in-Charge of the office;
- 11. Should maintain a date-wise record entry in respect of the repairs, cost of spareparts replaced at the time of carryingout the repair,
- 12. Responsible for timely reporting of break downs/accidents to the authorities;
- 13. Should take action to get the vehicle serviced.